

**MANSFIELD DOWNTOWN PARTNERSHIP, INC.  
BOARD OF DIRECTORS MEETING  
Mansfield Downtown Partnership Office  
October 3, 2006**

**MINUTES**

Present: Stephen Bacon, Martin Berliner, Thomas Callahan, Bruce Clouette, Dianne Doyle, Al Hawkins, Janet Jones, Philip Lodewick (by phone), Betsy Paterson, Dave Pepin, Steve Rogers, Phil Spak, Frank Vasington

Staff: Cynthia van Zelm, Tricia Rogalski, Lee Cole-Chu

Guests: Matt Hart, Macon Toledano

**1. Call to Order**

Steve Bacon called the meeting to order at 4:00 pm as Philip Lodewick was joining by phone.

**2. Opportunity for Public to Comment**

There was no public comment.

**3. Approval of Minutes**

Mr. Bacon had a correction to the minutes. He was not at the last Board meeting. Dave Pepin made a motion to approve the minutes with this correction. Betsy Paterson seconded the motion. The motion was approved with abstentions from Martin Berliner and Dianne Doyle.

**4. Update on Storrs Center Project and Next Steps**

Macon Toledano, project manager for LeylandAlliance, gave an update on the project including showing some of the proposed changes to the layout from Leyland's work with Urban Design Associates.

Mr. Toledano said that Urban Design Associates will be putting together a pattern book for the Storrs Center project. One of the incentives for doing this is to better convey to the Planning and Zoning Commission visually how the project will appear.

Mr. Toledano showed some of the new suggested design changes projected from the computer.

With respect to the town square and its surrounding roads, Mr. Toledano and his team worked with local transportation engineer, Dr. Norman Garrick, to determine how the traffic flow will work even more effectively. The suggestion is that the square will work better if there is a direct connection with Bolton Road. They propose eliminating the double light with only a light at Bolton Road. This should dramatically improve the traffic flow on Storrs Road in this vicinity. There will be a new turning lane in the middle of the road but they do not feel they need to add an additional travel lane. Widening the road would put the project at odds with trying to create a pedestrian oriented project. Parking on both sides of Storrs Road from So. Eagleville to Bolton Road is also proposed. In order to address the traffic, it is proposed that residential units will be less than 700 (up to 800 is allowed for in the Municipal Development Plan). The square is now larger as well, with 20-foot sidewalks on the sides of the square.

Frank Vasington asked if Dog Lane would still come out to Storrs Road. Mr. Toledano replied in the affirmative but that Dog Lane will be less of a primary road. It is also proposed to only allow a right in and a right out of Dog Lane. This will make it feel more like the local road that it is. Bruce Clouette asked about eliminating the Dog Lane connection to Storrs Road altogether. Mr. Toledano said he thought the more connections to the project the better. The connection to the neighborhood on Dog Lane is also part of the history of the town. Bollards and distinctive paving for Dog Lane around the square is also a way to distinguish it from other areas.

Mr. Bacon asked if there was parallel parking on the square. Mr. Toledano replied in the affirmative.

Mr. Toledano said a stonewall is also planned on the EO Smith High School side of Storrs Road.

Mr. Toledano referenced Phase 4 which is the far end of the project near So. Eagleville Road. The team thought the proposed village road lost a connection with Storrs Road. The team has proposed a smaller square to visually open up the project on that end. It would have small shops surrounding it. You will now be able to see the interior/village road. Bruce Clouette asked if there was a signal at the square and Storrs Road. Mr. Toledano said "no."

Ms. Paterson asked about the location for the farmer's market. Mr. Toledano said the square could serve as a location for the farmer's market and accommodate trucks pulling up to the square with their goods. The square could also serve as a place for events similar to the larger square at the other end of the project.

Mr. Toledano said that parking would be located in two garages, which will allow for the garages to not be as tall and help with funding issues. Parking will also be located along the streets. He said that because there is a big drop in grade in

Phase 4/"Marketplace," there might need to be underground parking here. The thought is to have a small grocery store located here.

The townhouses in the back of the project would have their own parking. The first phase of the garage would accommodate residents in the mixed-use buildings.

Mr. Clouette asked about the phasing. Mr. Toledano said the staging for Phases 1, 2 and 3 would be in the Phase 4 area (where DesignCenter, etc. are now). Mr. Clouette asked if the road proposed in front of the Post Office would be needed early on to do this. Mr. Toledano said a road would most likely be needed/it might be a dirt road. By the time Phases 1, 2, and 3 are up and running, the team will need to look at access near the Post Office.

Mr. Pepin asked about the curved roads. Mr. Toledano said this allows people to explore and cited Stonington, CT as an example.

Mr. Toledano said the back area of the property designated for housing has been walked through several times with Leyland's consultant Michael Klemmens. He sees limitations with the vernal pool and wetlands. The rock formations, forest and trees were surveyed. A stonewall was discovered. Dr. Klemmens suggested the stonewall as a limitation on development. The goal is to improve the wetlands and storm water runoff conditions. Mr. Toledano said a lot of trees have also fallen in the back area. Dr. Klemmens will do another walkthrough.

Cynthia van Zelm asked Mr. Toledano to talk about the parts of a pattern book. Mr. Toledano said a pattern book shows patterns for architecture as well as perspectives and models of spaces. The pattern book will show heights and parking areas. The pattern book also looks at the uses of buildings. The engineers will use the pattern book to help prepare engineering plans as part of the zoning application.

The pattern book is Leyland's own guidebook, which will be shared with the architects on the project to guide their plans.

With respect to next steps, Mr. Toledano said the updated concept master plan and grading information has gone to the engineers at BL Companies to recommence putting together the map amendment application. Tom Cody is continuing to work on the text amendment application. These will both need to go through the staff review process at the Town. Desman Associates is running the latest numbers on parking and has been in touch with the Town's parking consultant.

Tom Callahan asked how many residential spaces are now being contemplated. Mr. Toledano said the team is looking at 690 spaces; the Municipal Development Plan limits spaces to 800. There is proposed to be about 100 more for sale

spaces than for rent spaces. Mr. Toledano said it important to be responsive to the market. The team has heard a lot of interest in the for sale units. Retail Commercial space is estimated at 150,000 square feet.

Mr. Callahan asked when the text and map amendment applications will be complete. Mr. Toledano said the text amendment has gone through many iterations with the Town Planning Director. The Planning and Zoning Commission has indicated that it does not want a workshop prior to formal submittal of the applications. This makes staff review even more important. The first draft of the map amendment is almost completed and the goal is to submit the text and map amendment applications together. Mr. Toledano said the goal is to get a draft to staff this month and to get in formal applications to the Planning and Zoning Commission by the end of the calendar year. It is expected to take a few meetings for Planning and Zoning to review the material. Mr. Callahan asked who the applications will be from? Mr. Toledano said the applications will be from LeylandAlliance and the Partnership. The Partnership will need to sign off on the applications. Mr. Callahan said the Board will need to engage with Leyland at the October 24 joint Partnership Board and Planning and Design Committee after Leyland's presentation on the latest details on the concept master plan. The Partnership membership has been specifically invited to this meeting as well.

Mr. Callahan asked if the Partnership will be able to review the final versions of the applications before they are submitted to the Planning and Zoning Commission. Ms. Paterson suggested another meeting might be in order. Mr. Toledano said the Board would need to endorse the applications as co-applicant.

Al Hawkins said with development of the new square, the Farmer's Market will be well established across the street and would be a natural overflow to the square.

Mr. Callahan thanked Mr. Toledano for all his work, noting his keen insight into the community.

**5. Director's Report**

Ms. van Zelm reminded Board members to please send in letters to Senators Dodd and Lieberman, and Congressman Simmons to support the parking garage funding pending in the Senate Transportation Appropriations bill.

The pedestrian walkway groundbreaking was well attended early this morning. The goal is to have construction completed by the end of the calendar year.

**6. Resolution re: authorization of Executive Director to Sign Documents**

Ms. Paterson made the following motion:

*Move, to adopt a resolution that Cynthia van Zelm, in her capacity as Executive Director of the Partnership, is authorized pursuant to Article IX, Section 4, of the Partnership Bylaws, to enter into any contract and to execute and deliver any instrument on behalf of the Partnership (including but not limited to applications to the Town of Mansfield, the State of Connecticut or the United States of America, or any officer or agency of any of them), provided that, with the exception of contracts and other documents pertaining to a) business relocations and b) purchases of goods or services having a value of \$500 or less, the contract or instrument, or the general object of such contract or instrument, has been approved by the Partnership's Board of Directors or Executive Committee or Finance and Administration Committee.*

Mr. Clouette seconded the motion.

Steve Rogers said he thought the resolution was difficult to read. He suggested deleting a comma after "provided that, and adding a parentheses before "with the exception..." and a parentheses after "or less."

Ms. Paterson and Mr. Clouette agreed to the friendly amendment.

Mr. Vasington asked about the ability of the Executive Director to secure purchases of \$500 or less without approval from the Board. Why was \$500 chosen? Mr. Cole-Chu said this seemed like a reasonable number. Ms. van Zelm said she did not have a problem with the amount, in terms of receiving approval from the Board, Executive Committee, or Finance and Administration Committee.

Mr. Clouette said the intent again was not to restrict the Executive Director but that contracts, etc. would have an authorized signature.

The motion passed unanimously.

## **7. Report from Committees**

### Advertising and Promotion

Ms. van Zelm gave the report in Dean Woods' absence. She said that Leyland will be hiring a signage consultant to assist them and the Partnership with signage during construction and permanent signage. We expect this work to start in January.

The production of the CD/Video is moving along with students from the School of Fine Arts videotaping during the Festival. A meeting will be held soon with Partnership staff, Leyland, the Town and Chuck Hagen and Frank Bramble from the School of Fine Arts and their students from the video class.

The Town, University, Leyland and Partnership will be partnering on sponsoring a Husky Dog as part of UConn's 125<sup>th</sup> Anniversary.

### Festival on the Green

Ms. Paterson said the Festival went very well. She noted that the layout by Committee member Kristin Schwab really enhanced the Festival. Having one music stage was also a good move. She complimented Board member Janet Jones on doing a great job soliciting food vendors. Ms. Paterson said it was gratifying to see people stay for hours.

UConn was well represented by student volunteers, the Puppetry School, student-athletes from the women's basketball team, and the UConn marching band, among other groups.

Ms. Paterson said there was very positive coverage in the Daily Campus.

Steve Bacon commended the Festival Committee for their hard work.

### Finance and Administration

Martin Berliner gave the Committee report, as Mr. Callahan was not at the last Committee meeting. He said the CT Dept. of Economic and Community Development (DECD) and the Office of Policy Management (OPM) approved using the 2<sup>nd</sup> STEAP grant the Town received to re-program it for the 1A building from the town square infrastructure. The grant will be used for site improvements for 1A.

Mr. Berliner said the status of the Urban Action Grant application is still unknown. It has been through DECD and sent to OPM for consideration according to DECD staff. Mayor Paterson has been working with State Representative Denise Merrill and State Senator Don Williams on assisting with this application. The grant application includes requests for funding for the parking garage, Storrs Road, and relocation.

With respect to Storrs Road, the Town is working with CDOT on the funding of approx. \$1.5 million from the Transportation Enhancement Grant and the \$3.1 million from Senator Lieberman (which includes the match). The work for Storrs Road will be designed by BL Companies in conjunction with the Town. CDOT has approved the concept plan for the \$1.5 million and we are waiting for details on the \$3.1 million from BL Companies in terms of specific projects and financing.

Mr. Berliner said the \$2 million pending in the Senate Transportation Appropriations bill for the parking garage would probably not be acted on before the election and maybe not even until January.

Mr. Berliner said with respect to the operating budget for the Partnership, the Finance and Administration Committee and the Board will need to continually review legal and relocation costs.

Ms. Paterson said it will be important to stay committed right after the election to pursue potential state and federal funding resources. The parking garage is extremely important for the project. She urged Board members to send letters to Senators Dodd and Lieberman and Congressman Simmons re: the parking garage.

### Membership Development

Ms. van Zelm gave the update in Betsy Treiber's absence. She said the Committee discussed more outreach to surrounding communities including Ashford and Windham as well as to ECSU. Ms. van Zelm has a call into a contact at ECSU courtesy of Board member Dianne Doyle.

She said the Committee will also look at a regular stint on WILI.

Ms. van Zelm said the renewal letter for memberships will go out by November (*done by Ms. Rogalski in mid-October*).

### Planning and Design

Steve Bacon said the Planning and Design Committee had a preview of what was shown to the Board today at its last meeting. The Committee and the Board will hold its joint meeting to review Urban Design Associates' presentation on October 24.

## **8. Other**

As this was Mr. Berliner's last meeting, Mr. Lodewick and the Board thanked him for his commitment to the Partnership and the Storrs Center project, and expressed appreciation for his time and talents. The Board presented him with a plaque, rendering of Storrs Center, and a cake.

## **9. Adjourn**

The meeting adjourned at 5:30 pm.

*Meeting notes taken by Cynthia van Zelm.*